

VERMILION & DISTRICT HOUSING FOUNDATION
REGULAR BOARD MEETING MINUTES
August 28th, 2025

Board Representatives:

Stacey Hryciuk	Chair	Present	Councillor, County of Vermilion River
Robert Snow	Vice-Chair	Present	Councillor, Town of Vermilion
Marty Baker	Director	Present	Reeve, County of Vermilion River
Joshua Rayment	Director	Present	Deputy Mayor, Town of Vermilion
Kimberly Thompson	Director	Present	Public Member
Barbara Sjoquist	Director	Present	Public Member – MD of Wainwright
Marcel Berard	Director	Present	Public Member

Administration:

Brittany Bratrud	CAO	Present
Sasha Savic	CFO	Present

1. Call to Order

Chair Stacey Hryciuk called the meeting to order at 3:59 PM

1.1 Additions to Agenda –

13.2 CAO Closed Session – Privileged Information – (Section 17, FOIP)

13.3 Board Closed Session - Privileged Information – (Section 17, FOIP)

2. Acceptance of the Agenda –

Motion 2025-008-01

Vice-chair Rob Snow moved to accept the Meeting agenda.

CARRIED

3. Adoption of Minutes

3.1 Regular Board Meeting June 26th, 2025

Motion 2025-008-02

Director Josh Rayment moved to approve the June 26th, 2025, Board Meeting Minutes as presented.

CARRIED

4. Disbursement Listing

4.1 June 2025 Disbursements Listing for Information – Motion Required

Motion 2025-008-03

Director Marty Baker moved to approve June 2025 Disbursement Listing as presented.

CARRIED

4.2 July 2025 Disbursements Listing for Information – Motion Required

Motion 2025-008-04

Vice-Chair Rob Snow moved to approve July 2025 Disbursement Listing as presented.

CARRIED

5. Financial Statements

5.1 June 2025 Review – Motion Required

5.2 July 2025 Review – Motion Required

Motion 2025-008-05

Director Marcel Berard moved to approve June and July 2025 Review Financial Statements as presented.

CARRIED

6. Correspondence –

6.1 Letter from GOA regarding rent calculations – Presented as Information

6.2 Letter from potential tenant in Seniors Self Contained – Presented as Information

6.3 Letter from GOA – Business plan - Presented as Information

7. Old Business –

7.1 Apply for line of Credit – Discussed and Accepted as Information

8. New Business

8.1 Admin Report AR-67-2025 DSL4 Additional Beds – Motion Required

Motion 2025-008-06

Director Josh Rayment moved to approve the conversion of 10 additional DSL3 beds to DSL4 beds, contingent upon confirmation of funding approval from 2021.

CARRIED

8.2 Admin Report AR-66-2025 Conversion of B&B Room 136 – Motion Required

Motion 2025-008-07

Director Barb Sjoquist moved to approve the conversion of B&B Room 136 as required to accommodate tenant occupancy.

CARRIED

9. Incident Report –

9.1 Staff Injury – July 26th, 2025 – Discussed and Accepted as Information

10. CAO Report – For Information – Motion Required

Motion 2025-008-08

Director Kim Thompson moved to accept the CAO Report for information.

CARRIED

11. Date of Next Meeting – September 25th, 2025 @ 4PM in Vermilion Valley Lodge Rotary Room

12. Closed Session –

Motion 2025-008-09

Director Marty Baker moved to go into closed session at 4:52 PM

CARRIED

12.1 CAO – Privileged Information (Section 17, FOIP)

CFO, Sasha Savic left the meeting at 5:10 PM

CAO, Brittany Bratrud left the meeting at 5:21 PM

12.2 Board – Privileged Information (Section 17, FOIP)

Motion 2025-008-10

Chair Stacey Hryciuk moved to return to Open Session at 5:42 PM

CARRIED

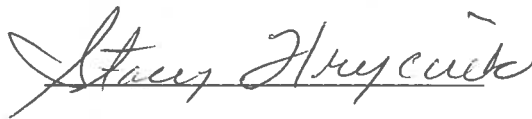
Motion 2025-008-11

Director Josh Rayment moved to increase CAO wage by \$5000 annually, effective immediately.

CARRIED

13. Adjournment

Chair Stacey Hryciuk adjourned the meeting at 5:43 PM



Stacey Hryciuk
Board Chairman



Brittany Bratrud
Chief Administrative Officer